

BOARD OF DIRECTORS

Mike Bauer
Sue Curths
Jeff Hart
Jon Stueve
Mike Welter

CHIEF OF DISTRICT

Kyle McMann



FOUR CORNERS STATION
MIDDLE GROVE STATION
PRATUM STATION
MACLEAY STATION
BROOKS STATION
CLEAR LAKE STATION
LABISH CENTER STATION
CHEMEKETA STATION

**MARION COUNTY FIRE DISTRICT No.1
BOARD OF DIRECTORS**

Meeting Minutes

March 16, 2023

Present were President Welter, Directors Bauer, Director Hart, Director Stueve were present. Others present were Chief McMann, Volunteer Vincent DeFabis & Volunteer Bradley Kimsey.

Director Welter called the Board meeting to order.

Flag Salute: Not Complete due to meeting via zoom.

Agenda:

- Chief McMann requested the edits of Resolution 2023-06 becoming a motion only. Also, was requested that Resolution 2023-05 would be removed from this month agenda and be presented next meeting. Chief McMann requested that FEMA Safer Grant be added as an action item to new business. President Welter made an addition of Community efforts with Aumsville Fire District as an informational item to new business. Director Bauer made a motion to accept the agenda with corrections. Director Stueve seconded. Motion carried.

Proclamations, Commendations, Special Reports/Awards: None.

Minutes:

Public Comment: None

Standing Committee Reports:

1. Secretary/Treasurer's Report. Director Hart was not able to obtain the information previous to meeting. Chief McMann shared his screen and looked over the Financial Reports. Director Hart states that the General Fund Revenue is looking good. We should also be expecting a deposit of the McKinney Fire Conflag. Chief McMann stated that the interest rates are currently at 3.75%. This is accounting for a large increase to the revenue budget. Chief McMann discussed that CCO and GEMT revenue is starting to come in. Currently the District has received around \$612,000 dollars. Chief McMann stated that the budget and supplemental budget is looking great. Stated that in the future another supplement budget may be presented to the board.

2. **Strategic Planning.** Chief McMann stated that people are starting to work on goals and objectives. Chief Lee attended Keizer Strategic Planning Committee and will be helping them out. The main focus currently is about partnership.
3. **Community Involvement.** There has been a large increase in the number of calls to Fire Marshal Paula Smith for schools to tour the stations. Chief McMann attended the Commissioners State of Committee Address. Chief McMann also attended the City of Keizer's Mayor report with Chief Russell. Chief McMann will continue to support the joining of radio systems. Chief McMann stated that himself and Sam Phillips are currently working on grants for wildland firefighting and community risk assessment.

Old Business:

1. **Budget Committee Appointments.** Position #4 still vacant. President Welter stated that he reached out to a few people and have not heard back. Discussion Ensued. Board agreed that since there was a quorum of budget committee members, we will be able to proceed if position is not filled by May.

New Business:

1. **Local Option Levy.** Chief McMann stated that he would like the board to consider going out for a levy in November of 2023. The District is currently at \$.59 cents. This will not support the nine (9) Safer grant firefighters the district currently has. The Safer grant ends in February of 2025. Chief McMann stated this will allow the district to go out for two levies. If the first one does not pass the District would be able to try again. Going for the levy in November would also be out of the general election cycle and would not be subject to double election. Chief McMann also stated he would like to bring in a public relations person to help with process. Discussion ensued. The board asked for Chief McMann to bring a timeline and deliverables next meeting, and stated that the District can continue with pursuing the levy. Discussion of special meeting due to a busy month of May.
2. **Keizer Fire/Marion County Fire IGA – Station Sharing.** Chief McMann stated that Keizer's Board passed the previous IGA. McMann is looking into more collaborative efforts with Keizer. Chief Russell and Chief McMann have discussed staging a single Keizer Medic at Marion County Fire's station 6. This would be a full-time swing crew. Chief McMann discussed having a formal decision due to rumors concerning volunteer personnel. Discussion ensued. President Welter said the board would want an IGA in place before the Keizer Medic would move into station 6. Volunteer Jerry Martin shared his insight from a volunteer perspective. Board asked Chief McMann to come back with a plan in place for before IGA approval.
3. **Public Safety Joint Station Plan.** Chief McMann discussed the need for expansion for both Keizer Fire and Marion County Fire. Chief McMann and Chief Russell have talked about the possibility of having a joint public safety station. This would split ownership of station between Marion County Fire District and Keizer Fire District. Chief McMann stated that a remodel/expansion of station 6 has been in the conversation for many years now. This plan would be multiple years down the road. Chief McMann was looking

for the approval of the board to get drawings of the joint station. Discussion ensued. A unanimous support for the project was made.

4. Resolution 2023-03 Mission Square Plan Administrator. This plan allows the HR analyst to be the plan administrator for Mission Square. This would have the plan administrator stay with whomever the HR Analyst is rather than a specific person. Director Hart made a motion to approve Resolution 2023-03. Director Stueve seconded. Motion carried.
5. Resolution 2023-04 Valic Plan administrator. Chief McMann stated this is the same general resolution as resolution 2023-03. The Valic Plan Administrator would be moved to the HR Analyst position. This would be rather than a specific person holding the responsibility. Director Hart made a motion to approve Resolution 2023-04. Director Bauer seconded. Motion carried.
6. Oregon PERS Web Administrator. Chief McMann stated we need one person to be the web administrator for PERS. This would be the HR Analyst position. Director Stueve made a motion to approve the HR Analyst as the Oregon PERS Web Administrator. Director Hart seconded. Motion carried.
7. Community Efforts with Aumsville Fire District. Chief McMann and President Welter met with the Chief and board president of Aumsville Fire. They met about possible sharing administrative duties since Chief Harvey is retiring. This would contract for six to eight hours of fire chief duties per week. Board agreed with further conversation.
8. FEMA Safer Grant. Chief McMann announced that the District has been awarded the fiscal year 2021 FEMA Safer Grant. This is a six-year grant for a volunteer coordinator and recruitment and retention. The grant would provide about \$600,000 over the six years. Chief McMann is looking for approval to accept the grant. Director Bauer made a motion to accept the grant. Director Stueve seconded. Motion carried.

Chiefs Report:

1. Deputy Fire Marshal Position. Internal assessments were held. There were two internal candidates. One career personnel and one volunteer personnel. Chief McMann will be attending the Civil Service Commissioners meeting to approve the list. The Deputy Fire Marshal would be set to start April 3rd, 2023.
2. Capital Outlay Project Status. Station 2 is still on track to be complete in April. The project has gone about 2% over budget. This is due to unforeseen issues found once the project started.
3. Conferences/Travel. Chief McMann will be in and out of office for the next eight weeks. He will be heading to Montana, followed by a Wildlands Conference. After he will be going to the final Quint inspection. Then, he will be attending a Fire Marshals conference. Lastly, he will attend FDIC. Chief McMann stated he will keep all Fire Chief duties as he will be working remote the whole eight weeks.
4. Other. Chief McMann was invited by Joe VanMeter to help with the New Fire Chief assessments for Keizer fire. Chief McMann also stated that the new air packs went into service. They have officially been used once.

Individual/Organizational Input:

Special Presentations: None

VFFA: Jerry Martin stated that three candidates for tender operator performance was completed. All three candidates passed. This will allow more tender operators for OPS Support. Bradley Kimsey added that they cancelled the Brooks Breakfast. They will continue on with the annual Easter Egg hunt and the next event will be the Fourth of July celebration.

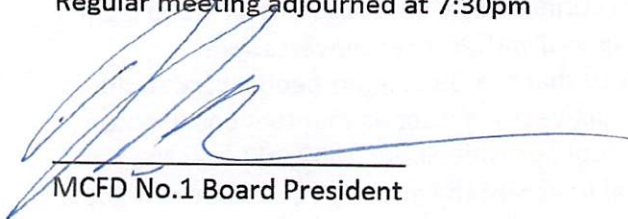
Local 2557: None

Good of the order: Director Bauer stated that Sue's position has not yet been filled. Discussed Ensued. President Welter stated that we will have to go by appointment then. Director Hart asked about how the Annual Banquet went. Chief McMann stated that it went super well and that there was a good turnout. Chief McMann stated we are planning to host a summer picnic as well.

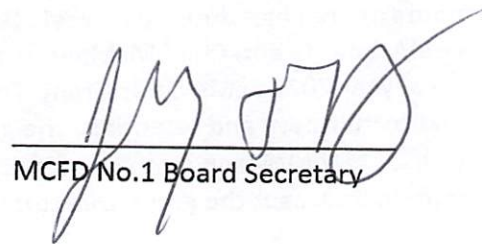
Public Comment: None

Next Meeting: Regular Board Meeting April 20, 2023, 6:00 pm at Brooks Fire Station #5 Training Room, 4960 Brooklake Rd. NE and ZOOM.

Regular meeting adjourned at 7:30pm



MCFD No.1 Board President



MCFD No.1 Board Secretary